

**Procedures for the Policy on Undergraduate Course Credit**

**DISCOVERY CREDITS**

1. Students must use the online [Discovery Credit Application](#) to request a Discovery Credit grading option. The online application will normally be available in early October for Fall/Winter courses and in early May for Summer courses.
2. Students must declare a Discovery Credit course no later than the following dates:

**Fall/Winter Term**

<b>Session</b>	<b>Deadline</b>
Fall	January 15
Winter	May 15
Fall/Winter	May 15

**Summer Term**

<b>Session</b>	<b>Deadline</b>
Distance Studies	August 15
Summer Evening	August 15
Intersession	July 15
Summer Day	August 31

3. Discovery Credit courses can be viewed on a student's Web Academic Report in [Student Center](#). A note of "Grading Basis: Discovery Credit" will be listed below the course.
4. The Office of the Registrar will convert the submitted numerical grade to Pass/Fail per the Discovery Credit grading option when final grades are received.